

## **MEETING FACILITIES**

## **CONFERENCE ROOMS**

NFERENCE ROOM NAME Size (sq.m) Length Width				CAPACITY					
	Width	Ceiling height	Theatre	Classroom	Banquet	U-shape	Boardroom	Reception	
73m	10.25-8.25m	4-8m	3m	70	28	30	15	18	30
75m	9.50m	8.00m	3m	75	28	30	15	19	30
95m	12.00m	7.75m	3m	100	40	60	19	24	60
93m	11.63m	7.75m	3m	100	40	50	19	23	50
476m	24.00 m	24.00 m	5m	550	220	300	95	110	200
71m	9.50 m	7.50 m	3m	45	20	30	14	18	30
31m	7.00 m	4.50 m	3m	15			6	8	
55m	8.00 m	7.00 m	3m	25	_	_	10	12	12
195m	16.00 m	11.05 m	3m						
	73m 75m 95m 93m 476m 71m 31m 55m	73m  10.25-8.25m    75m  9.50m    95m  12.00m    93m  11.63m    476m  24.00 m    71m  9.50 m    31m  7.00 m    55m  8.00 m	73m  10.25-8.25m  4-8m    75m  9.50m  8.00m    95m  12.00m  7.75m    93m  11.63m  7.75m    476m  24.00 m  24.00 m    71m  9.50 m  7.50 m    31m  7.00 m  4.50 m    55m  8.00 m  7.00 m	73m  10.25-8.25m  4-8m  3m    75m  9.50m  8.00m  3m    95m  12.00m  7.75m  3m    93m  11.63m  7.75m  3m    476m  24.00 m  24.00 m  5m    71m  9.50 m  7.50 m  3m    31m  7.00 m  4.50 m  3m	73m10.25-8.25m4-8m3m7075m9.50m8.00m3m7595m12.00m7.75m3m10093m11.63m7.75m3m100476m24.00 m24.00 m5m55071m9.50 m7.50 m3m4531m7.00 m4.50 m3m1555m8.00 m7.00 m3m25	73m  10.25-8.25m  4-8m  3m  70  28    75m  9.50m  8.00m  3m  75  28    95m  12.00m  7.75m  3m  100  40    93m  11.63m  7.75m  3m  100  40    476m  24.00 m  24.00 m  5m  550  220    71m  9.50 m  7.50 m  3m  15  20    31m  7.00 m  4.50 m  3m  15  20	Size (sq.m)  Length  Width  Ceiling height  Theatre  Classroom  Banquet    73m  10.25-8.25m  4-8m  3m  70  28  30    75m  9.50m  8.00m  3m  75  28  30    95m  12.00m  7.75m  3m  100  40  60    93m  11.63m  7.75m  3m  100  40  50    476m  24.00 m  5m  550  220  300    71m  9.50 m  7.50 m  3m  45  20  30    31m  7.00 m  4.50 m  3m  15	Size (sq.m)  Length  Width  Ceiling height  Theatre  Classroom  Banquet  U-shape    73m  10.25-8.25m  4-8m  3m  70  28  30  15    75m  9.50m  8.00m  3m  75  28  30  15    95m  12.00m  7.75m  3m  100  40  60  19    93m  11.63m  7.75m  3m  100  40  50  19    476m  24.00 m  24.00 m  5m  550  220  300  95    71m  9.50 m  7.50 m  3m  105  20  300  14    31m  7.00 m  4.50 m  3m  15	Size (sq.m)  Length  Width  Ceiling height  Theatre  Classroom  Banquet  U-shape  Boardroom    73m  10.25-8.25m  4-8m  3m  70  28  30  15  18    75m  9.50m  8.00m  3m  75  28  30  15  19    95m  12.00m  7.75m  3m  100  40  60  19  24    93m  11.63m  7.75m  3m  100  40  50  19  23    476m  24.00 m  24.00 m  5m  550  220  300  95  110    71m  9.50 m  7.50 m  3m  45  20  30  14  18    31m  7.00 m  4.50 m  3m  15

## AUDIO-VISUAL EQUIPMENT

EQUIPMENT	Quantity
LCD Video data projector (data show)	3 LCD + 3 data show
Overhead projector	two
Slide projector	two
Screen	one for each room
Sound system :	in Ballroom + 1
- microphones	45 pcs in Ballroom
- speakers	2 wierlees + 1 clip
- mixer	in Ballroom + 1
Flipchart	seven
Clip microphone	1 in Ballroom
Wireless microphone	two
Stand table microphone	two
Long stand microphone	two
Headset microphone	14/02/00
Amplifier	in Ballroom + 1
Speaker	2 wierlees + 1 clip
Mixer	in Ballroom + 1

EQUIPMENT	Quantity
Laptop	one
Desktop Computer	three
Laser pen	two
White board	one
Black board	_
Plasma screen	five
CD/DVD player	in Ballroom
Video player	in Ballroom
Podium	two
Color TV	two
Printer (black & white)	one
Printer (colored)	n/a (to be rented)
Fax machine	at Operator
Translation system	in Ballroom
Other equipment:	to be rented upon
	request